

REQUEST FOR STATEMENT OF QUALIFICATIONS

COMPREHENSIVE PLAN UPDATE, DOWNTOWN MASTER PLAN, AND PARKS, TRAILS, AND OPEN SPACE MASTER PLAN



ADDENDUM #1 – RESPONSES

General

Q: Could you tell me the ballpark budget you have allocated for this? / What does the City anticipate the budget will be for this project? / Do you anticipate it lasting over multiple budget cycles.

A: There is not a budget to share for all three plans at this time as we are looking to the expertise of the consultant team(s) to provide suggestions based on what the city needs. It is possible for this project to be included in the next budget cycle.

Q: Who make up the selection committee?

A: At this time the initial submission selection committee will include the following: City Manager, Assistant City Manager, Director of Development Services, Director of Economic Development, and the Managing Director of Community Services.

Q: On RFQ page 1, it states 8 hard copies are required, and on RFQ page 6, it states 1 hard copy is required. Please clarify how many hard copies are to be submitted. Also, are any original signed hard copies required?

A: Please submit 8 hard copies and one electronic copy (via USB or other similar device). No original signed hard copies are required.

Q: Is it acceptable to include front and back covers that do not count against the page limitation?

A: Covers, page separations, and tabs will not count against the page limitation.

Q: Is it acceptable to include a cover letter that does not count against the page limitation?

A: Yes, it is acceptable to include a cover letter, under 5 pages, that does not count against the page limitation.

Q: Was preparation of the Strategic Plan conducted in-house, or did the City engage outside assistance?

A: The Strategic Plan was prepared by Lyle Sumek Associates, Inc. and adopted by the Anna City Council.

Q: Is it your desire to be more of a “bedroom community” or an “economic engine” (of sorts) with a healthy allocation of jobs to housing units?

A: While the community input process will help inform more on this question, we believe that ultimately Anna’s best plight is not a bedroom community. The Council has made it clear that they want to balance the residential growth with significant commercial development. In the long run, this is also a better path to balancing out the property tax rate.

Q: Do you envision appointing an advisory committee for this assignment, and if so, would the winning team have the opportunity to weigh-in on the make-up of that group? / Does the City of Anna anticipate one steering committee to manage all three plans or will there be separate steering committees for each plan?

A: We will look to the expertise of the consultant team(s) to provide suggestions for this process.

Q: How much “access” will the project team have to local decision-makers (i.e., City Council, Planning Commission, City Manager) during the planning process?

A: The selected consultant team(s) will have as much access to decision-makers as said decision-makers’ schedules allow. As these plans are a high priority for the community, we foresee no impediments with communication between the selected consultant team(s) and local decision-makers.

Q: What is the current attitude (or sentiments) towards density and multi-family development in the community?

A: The current attitude towards density is positive as high-quality multi-family is welcomed in the appropriate location. It is expected these plans will help determine the best locations within the city for multi-family.

Q: How would you describe the development community in Anna – few major land owners, several smaller land owners, other? Also, how engaged have they been in local strategic planning processes?

A: Within the city’s planning area there are major land owners with proposed developments. Within the current downtown area there are few land owners who have been very engaged in previous planning efforts.

Q: Does the City have GIS available for use by the winning team?

A: The City of Anna has one FTE dedicated to GIS that will be available to assist the winning team.

Q: How long do you envision the planning process lasting? / Please advise anticipated start/finish or anticipated length of process. / What is the expected delivery date for the comprehensive plan update, downtown master plan, and parks, trails, and open space master plan?

A: We will look to the expertise of the consultant team(s) to provide suggestions given the city’s needs in this regard.

Q: How does the City prioritize these plans? Which do you desire to work on first?

A: A city's comprehensive plan drives all decision-making for a city and all other plans should align to it. The three plans can be developed simultaneously to inform each other but the comprehensive plan must be adopted first. Areas of overlap should be generalized in the comprehensive plan.

Q: List the annual City-wide festivals or events and estimated attendance.

A: The following citywide events (and estimated attendance) are organized by the Greater Anna Chamber of Commerce with funding from the Anna Community Development Corporation:

- Anna Harvest Fest (6,000)
- Christmas Parade (1,500)
- Anna Fireworks (2,500)

More on these events can be found on the Chamber's website:

<https://www.greaterannachamber.com/annual-events/>

Q: Are there other civic buildings that are being considered for Anna? (These can be local, state or federal offices and community buildings)

A: There are no other civic buildings besides schools that we are aware of currently.

Q: What makes Anna special (historically, culturally, geographically)?

A: Like other cities, Anna was a Railroad town and did not see significant population growth until after the Year 2000. Anna has multiple major thoroughfares including US 75, FM 455, SH 5, SH 121, and the Collin County Outer Loop. It also has over 65 square miles of planning area. Link to Anna Historical Society: <http://aahps.org/> and A Town Named Anna: <https://www.annatexas.gov/DocumentCenter/View/95/A-Town-Named-Anna?bidId=>

Q: Can the City provide a link to the most current CIP and budget?

A: Yes, we can. <https://www.annatexas.gov/ArchiveCenter/ViewFile/Item/1026>

Q: How will Anna provide updates to the pool of respondents – via email or on the City website? Will addenda/updates be posted on the Texas APA website or the City of Anna website?

A: Addenda and updates will be included on the City of Anna website as well as sent via email.

Q: What is the expectation regarding the number of large group workshops, focus groups, individual interviews, and community-wide meetings (i.e. two large group workshops, several focus groups, multiple individual interviews, etc.)?

A: We will look to the expertise of the consultant team(s) to provide suggestions given the city's needs in this regard.

Q: Considering these items (engaging neighbors through a variety of input gathering formats...) are large cost-drivers to the overall project what specific guidelines can the City of Anna provide to ensure expectations are properly met?

A: We will look to the expertise of the consultant team(s) to provide suggestions given the city's needs in this regard. Specifications will be included in the final contract.

Q: Are city venues available for these meetings or is the expectation to utilize nearby private facilities?

A: City venues will be made available.

Comprehensive Plan

Q: Is the City looking for complete streets as part of the MTP in the Comprehensive Plan and PTOSMP?

A: The Collin County Outer Loop has changed since the MTP and map were last adopted. The MTP and map should be updated to align with the county, state, and surrounding neighbors MTP's and maps.

Q: Could the City of Anna elaborate on what an update would need to include for the major thoroughfare plan and map?

A: The MTP and map needs to include existing and proposed major and minor thoroughfares as well as existing and proposed collector streets to serve the City today and in the future.

Q: Could the City of Anna elaborate on what “Foster enhanced mobility and multi-modal transportation network” includes regarding transportation?

A: We will look to the expertise of the consultant team(s) to provide suggestions given the city's needs in this regard.

Q: Is “Develop a plan based on the City’s Strategic Plan” to include updating the current City Strategic Plan or creating an entirely new plan?

A: The Comprehensive Plan should be aligned with the existing Strategic Plan that was adopted by the City Council this year. No updates or new strategic plans are requested at this time.

Q: Is the City of Anna recommending changes to the current annexation plan/map and producing a newly revised map? Would such an update include a revision to the existing 2010 Land Use Plan?

A: We will look to the expertise of the consultant team(s) to provide suggestions given the city's needs in this regard.

Downtown

Q: You mentioned that your downtown exhibited “traditional historic character.” Are any of the buildings historically-designated (either state or national), and do you have a main street advocacy group in-place?

A: While there is not currently a main street advocacy group in place, the Anna Historical Preservation Society is a nonprofit organization dedicated to the preservation of historical, cultural, ethnic, and artistic places, things, and events in Anna. Their website includes information on the Train Depot, Sherley Store, and links to the Collin County Historical Asset Survey that includes approximately 35 sites within the Anna city limits: <http://aahps.org/>

Q: The RFQ asks for “regulatory measures” related to the Downtown Master Plan. Are you just looking for code and / or standard recommendations, or actual regulatory language that might be considered for adoption? / Is this referring to making regulatory challenges to existing ordinances or establishing new restrictions/ordinances for Downtown.

A: We will look to the expertise of the consultant team(s) to provide suggestions given the city’s needs in this regard.

Q: Does the city own any properties downtown in addition to the new City Hall property?

A: The City of Anna also owns 101 S. Powell Parkway. Finance and the Police Departments currently office out of the building on this property.

Q: Other than the new City Hall, what was the last capital improvement made in downtown?

A: A new playground and improvements to the train depot building were recently made at Sherley Heritage Park. A recent news article on the playground can be found here:
<http://www.kten.com/story/40948011/playground-project-brings-anna-residents-together>

Q: Is a site plan of the new City Hall available?

A: A dimensional control plan is attached for review.

Q: Where do residents currently go for food and entertainment, and to experience a vibrant “Main Street” type environment?

A: Because there are very limited food and entertainment options currently in Anna, many residents go to McKinney, Sherman, Frisco, and other nearby cities for food and entertainment. West 4th Street is the closest example to a Main Street environment in Anna. We will look to the expertise of the consultant team(s) to provide suggestions given the city’s needs in this regard.

Parks, Trails, and Open Space Master Plan

Q: Does the City have an existing Park Plan?

A: No, the City of Anna does not have an existing plan for parks.

Q: Is this considered to be a detailed green-space master plan for the entire city or Downtown only?

A: It is expected that the Parks, Trails, and Open Space Master Plan applies to the entire city and its planning area. This plan should be developed to be consistent with the Texas Parks and Wildlife Department’s (TPWD) eligibility requirements for Outdoor Recreation grants as well as the Commission for Accreditation of Park and Recreation Agencies (CAPRA) requirements for accreditation for excellence in operation and service.

DEADLINE FOR SUBMISSION: 4:00 P.M. FRIDAY, DECEMBER 13, 2019

RESPONSE FORMAT

All SOQs must be submitted electronically with at least eight (8) hard copies to the following address:

Attention: Carrie Smith, City Secretary

Re: Comprehensive, Downtown Master & Parks, Trail, and Open Space Master Plans

City of Anna City Hall

111 North Powell Parkway

Anna, Texas 75409

SCHEDULE

Issue Date: Friday, November 1, 2019

Deadline for Submitting Questions: Friday, November 15, 2019 at 4:00 p.m.

Responses Provided to Questions: Friday, November 22, 2019

Submittal Due Date: Friday, December 13, 2019 at 4:00 p.m.